

**Officer Delegated Decision Proforma**

Issue Manager ID:

<b>1. Name or title of the decision</b>	Waste Disposal Contract - Household Waste Recycling Centre Efficiency Savings
<b>2. Brief description of the reason and why it has been taken <u>and</u> any alternative options that were considered and rejected by officers.</b>	<p>The budget saving proposals listed in the 2024/25 Budget that were approved by Council on the 6th March 2024, included a review of HWRC's opening hours.</p> <p>The closure of the Nab Lane site is based on the need for investment in the site that is not built to modern standards of a split level that is safer and easier to use which benefits recycling. The Nab Lane site receives the lowest tonnages of recycling and waste, the results of a consultation exercise also showed it to be one of the least used by the respondents.</p> <p>The rationalisation of the opening hours for the Meltham and Bromley sites is based on a review by SUEZ of usage. This identified days where resources could be shared more efficiently between sites, whilst maintaining opening hours at peak times.</p>
<b>3. Please state which Scheme of Delegation and Officer is responsible</b> <i>Please refer to the Scheme of Delegation for the relevant service –</i> <a href="#">Kirklees Council</a>	<p><b>Directorate name:</b> Growth &amp; Regeneration</p> <p><b>Section of Scheme:</b> Delegated decision following a previous Cabinet report.</p> <p><b>Job Title/Decision maker (from delegation scheme):</b></p> <p>Executive Director of Place (Formerly Strategic Director). The decision was delegated in the following Cabinet reports:</p> <p>6<sup>th</sup> March 2024 - <a href="#">Council Budget Report 2024/25</a></p> <p>9<sup>th</sup> April 2024 - <a href="#">Waste Disposal Contract Procurement</a></p>
<b>4. Has this Officer delegated decision had sign off from your Strategic Director?</b>	<p><b>Date:</b> 14/08/2024</p> <p><b>Signed off by Strategic Director</b> Yes</p>
<b>5. Decision</b> <i>Brief description of the decision that was taken.</i>	<ol style="list-style-type: none"> <li>To close the Household waste recycling centre at Nab Lane Birstall.</li> <li>To change the opening days at the Household waste recycling centres located at Bent Ley Road, Meltham to Wednesday to Sunday and Bromley Farm, Upper Cumberworth to Friday to Tuesday.</li> </ol>
<b>6. Wards in Kirklees affected by the decision</b>	<p><b>Wards Affected:</b> All Wards</p> <p><b>List Wards:</b> N/A.</p>

## 7. Background information

The decision and info in this form **will** be a matter of public record.

Please describe and attach any additional background documents.

### Standards of Site Design

4 of the 5 HWRC sites are constructed on a split-level design that is in line with [WRAP guidance 2018](#), these types of sites have fewer manual-handling issues, as people do not need to carry bulky loads up steps to put it in the skips, or attempt to throw materials from ground level. Nab Lane is the only site that is not built to the modern standards of a split-level, and there have been previous H&S incidents on the site.

The current operator of the HWRC sites, SUEZ, have identified a number of repairs and upgrades that are required at Nab Lane, this includes re-surfacing and work to the stair and gantries used by the public to access the skips. This would cost an estimated total of c£55k. This would also not alleviate any ongoing concerns over the design.

The Council has been exploring proposals for developing a split-level site and a similar level of work could be required to bring Nab Lane up to a modern standard, the estimates for this have come in at up to c£7m. This level of investment is unaffordable.

### Operator Review

The current operator, SUEZ, is experienced in delivering HWRC services across several waste contracts around the UK, and they were asked to consider the options for making efficiency savings. They held internal meetings with their operational teams on the ground and their bid team to identify what was operationally feasible. This took into account their insight of site usage, peak times of demand and the positions on other local authority HWRC contracts where recent reductions in provision of sites or hours had delivered operational savings.

The proposal of closing Nab Lane and reducing the open days at Meltham and Bromley Farm by two days per week was the preferred option. This was to balance the need to meet financial savings target, whilst maintaining accessibility at peak times for residents who live in more rural locations.

### Distance of travel

There is no statutory guidance for how near a household should be to a HWRC or the minimum level of provision.

### Benefits of the Decision:

- Eliminates the need for expenditure on repairing or modernising the Nab Lane site.

	<ul style="list-style-type: none"> <li>• Maintains the opportunities for recycling at alternative sites that are split level.</li> <li>• Allows the peak opening times to be maintained at the remaining sites for rural residents.</li> <li>• Avoids the need to make savings by restricting the waste types or removing containers across all 5 sites.</li> <li>• The Nab Lane site can be retained for future waste requirements or added to the Councils landbank.</li> <li>• Weaving Lane has capacity and avoids increasing the pressure on queue times at Emerald Street.</li> <li>• The waste strategy consultation overall rating of the HWRC Service was good.</li> </ul>
<p><b>8. Date when the decision was made</b></p>	<p><b>Date: 14/08/24</b></p>
<p><b>9. Officers involved in taking the decision? Please identify key consultees</b>  <i>For example –</i>  <i>- Your Strategic Director or your Service Director</i>  <i>- Monitoring Officer and Service Director – Legal, Governance and Commissioning</i></p>	<p>David Shepherd – Executive Director - Place          Graham West – Service Director          Will Acornley – Head of Service</p>
<p><b>10. Please list the names of any councillors who were consulted directly before this decision was taken. Also give brief details regarding any consultation which has taken place.</b></p> <p><i>- List names of the councillors who were consulted</i>  <i>- Did any of the Cabinet Members declare a conflict of interest in the topic? Yes or No?</i>  <i>- If a conflict of interest was declared, had a written dispensation been granted? Yes or No?</i></p>	<p>Cabinet and Portfolio Holder for Environment.</p>
<p><b>11. Lead Contact officer for more information</b></p>	<p>Nigel Hancock – Programme Manager</p>
<p><b>12. Lead Cabinet Member</b></p>	<p><b>Portfolio Holder</b>  <b>Tick all that apply:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Cllr C Scott– Leader of the Council</li> <li><input type="checkbox"/> Children – Cllr V Kendrick</li> <li><input type="checkbox"/> Learning &amp; Aspiration – Cllr E Reynolds</li> <li><input type="checkbox"/> Health &amp; Social Care – Cllr J Ramsay</li> <li><input type="checkbox"/> Housing &amp; Highways – Cllr M Crook</li> <li><input checked="" type="checkbox"/> Culture &amp; Greener Kirklees – Cllr M Ahmed</li> <li><input type="checkbox"/> Finance &amp; Regeneration – Cllr G Turner</li> <li><input type="checkbox"/> Corporate – Cllr Paul Davies</li> <li><input type="checkbox"/> Communities – Cllr M Pervaiz</li> </ul>

<b>13. Authorised by relevant Strategic Director or Service Director</b>	Name: David Shepherd Date: <b>15/08/24</b>
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A full guide to Decision Making can be found on the Intranet [here](#)